

## 911 Board Meeting Minutes December 17, 2015

Meeting called to order by Secretary Mosley at 2:00 pm

Members present: Secretary James Mosley, Secretary James Collins, Mark Grubb, Michael Vincent, Jamie Turner and Allen Methany

Staff Members present: Eric Wagner and Matt Laick

### Staff Reports:

Eric Wagner advised of a communications to be read into the record. I have a letter nominating Sec. Mosley as proxy for Sec. Schirillo until he is confirmed by the Senate.

Sec Mosley asked for introductions for those present.

Mark Grubb made a motion to suspend the meeting for a presentation, Mike Vincent motioned to approve, seconded by Sec. Collins.

Terry Pepper presented Jamie Turner with a tribute from House/Senate for his service in recognition of his 43 years of service as Director of DEMA.

Sec Mosely requested approval of the minutes from September 30, 2015 meeting. Mark Grubb motioned to approve, seconded by Sec. Collins. Motion carried with no objections.

### **Staff Reports:**

Eric Wagner gave the financial report. Not all deposits are up to date. Expenditures throughout this quarter there are a couple of onetime expenditures; rent for DSP, 911 Intrado and Verizon and language line, pay roll, CAD project manager. Eric noted that the CAD project manager is not correct, that it is listed for one month not three months. Operating expenses are for getting Matt up to speed on simple cell, existing licenses and memory. That number will go down in the next quarter. Jamie Turner made the motion to pay the County's for DSP rent, Sec. Mosley motioned to approve, seconded by Mike Vincent.

Eric Wagner introduced George Werner as the new replacement for CAD Project. George advised that New World has been updating all the PSAP's so they will exist on the same software release levels. The PSAP's will accept testing before implementing any updates to be applied on the core environment and a sign off is required by each PSAP involved in the software updates prior to going to that release. We are putting together a committee of state and county's technical personnel to address the needs of the infrastructure level of the PSAP's. The purpose of the committee is to make suggestions to software vendors and to help in the operating environments of the PSAP. Kent core is testing 11.4SP currently and go live is in January. New Castle is on 11.4SP they went live on 12/2/15. We held up the North core go live until New Castle and Kent go live. North core go live is schedule for February. South core has been installed and set up. New World is building the servers, go live is June 2016.

Eric Wagner asked for a representative from DTI and would appreciate any support from Sec. Collins. Jamie Turner asked who is the final party to sign off on the acceptance at the County and local levels. George responded it is the PSAP manager's responsibility. Eric advised each core has a project manager, Joe Mulford is for North and South, Kevin Sipple is Kent, and Capt. Crawl is New Castle County. Jamie Turner requested clarification on the group would talk about future hardware requirements? George responded the infrastructure is communications between state and county levels and hardware/software. To understand best practices and issues that occur because of the way we are set up. We will make the suggestions; it will really be a steering committee. George said he would chair the committee.

Matt Laick gave update on projects: Migration of all 911 Database phone records from Verizon into Intrado. Ali format is now in the new format 60 in all centers. I attended the police chiefs meeting to discuss Pictometry-Imaging. Pictometry will be installed in the 911 centers as they go live. Some PSAP's are more than six months out so we are going to try to get imagery to them as soon as possible on their current systems. I am looking to attend fire chiefs meeting to introduce them to Pictometry.

Monica Marics and Joe Rosales from Intrado Each PSAP now has two circuits coming into the PSAPs. We had a November meeting with the PSAPs and Verient Recording system gave a preview. We are waiting on Data collection forms from some of the PSAPs. Intrado will provide the pad devices for free. We are migrating the PSAPs to hosted Viper system from Jan to June starting in the South with Seaford and work our way up with New Castle being last. We have a schedule out and will keep everyone updated.

Monica Marics provided a brief corporate update, Intrado will become West Safety Services.

Eric Wagner - Wireless cost Recovery report. We submitted to the Governor to remove this thru the legislative process.

UPS maintenance, we need to work out what we are going to pay for and what the centers are going to be responsible to pay I am working on a presentation to report back to the Board. It is time to replace some of the batteries in the centers. Wilmington and New Castle County needs batteries. Sussex County also had to replace battery, capacitors and firmware. Sussex used EMPG Grant to get reimbursed for \$33,600.00. Sec. Collins asked about a replacement cycle. Eric advised we have to look at the algorithm. Several commented on discussions of issues with the UPS maintenance agreements. Eric advised he will have a presentation in March.

Alan Methany said we authorized \$400,000 for the Bar coding project, where the income is coming from to cover the \$400,000.00. Eric answered coming from the current fund, a one-time funding source and reoccurring cost not to exceed \$17,000.00 a year. The steering committee is comprised of myself, Col. Nate McQueen DSP, DTI, Lisa Morris DAG and Dover PD. We looked at grant funding but it was denied. Mark Grubb commented that we own the software through New World already that's why we can do it. The original amount was half a million. The subcommittee needs more time to look into the issue.

Jamie Turner recommended a review of the past minutes for motions made

Mark Grubb requested that New World attend the Board meetings. Joe Thomas advised New World will be invited to the next PSAP managers meeting as well.

The E911 Board meeting was officially adjourned at 2:55pm, motion made by Jamie Turner and seconded by Mark Grubb.

Respectfully Submitted as Recorded by Kay Carrier, PSAP Manager, DSP Suscom